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10 July 1963

**MEMORANDUM FOR:** Assistant Director, Central Reference  
**THROUGH:** Acting CIA Librarian  
**SUBJECT:** Requirements for Publications in Africa and Latin America

1. With reference to your request for a statement of the requirements served upon the Acquisitions Branch, CIA Library for publications issued in and/or available in Africa and Latin America, which statement you may wish to present to the Chief, Map Library Division, ORR for possible acquisition use by his Geographic Attaches, the following data are appended in tabular form:

Tab A - Requirements Guide for Africa  
Tab B - Requirements Guide for Latin America  
Tab C - Duties and Responsibilities of the Regional PPO

2. I have assumed that your request for a statement of the publication requirements of these two areas reflects a desire to have a complete picture of the substantive needs of the end-users participating in the PPO Program, to include both specific categories of publications wanted, as well as broad subject matters in which several agencies have varying degrees of interest. To facilitate presentation of the kinds of publications desired, each of the requirement guides appended is based on the CIA publication requirements submitted to the Acquisitions Branch by DDI, DDP, and DDS components, since it appears logical to base the requirement guides on the wants of the largest end-user. The needs of the other participating agencies are noted by the number of copies desired which is given after each category, where applicable. As of 1 July 1963, the major agencies and departments participating in the PPO Program are as follows: Central Intelligence Agency, Department of State, National Security Agency, Army Map Service, Air Research Division/Defense Intelligence Agency, Aerospace Information Division/Foreign Technology Division, Air Systems Command, United States Information Agency, Library of Congress, National Agricultural Library, National Library of Medicine, Department of Commerce, Department of the Interior, and the Department of Health, Education and Welfare. In addition to the foregoing Federal agencies, the following private organizations are also participants: American Chemical Society, the Rand Corporation, and the Institute of Defense Analysis.

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Excluded from automatic  
downgrading and  
declassification

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3. Tab C is an expansion of 4 FAM 943, copies of which are available at all diplomatic posts. The addition of this tab to the paper is considered appropriate in order to acquaint any Geographic Attache, or any newly-designated PPO for that matter, with the scope of the mission and functions of the regional Publications Procurement Officer. In a very true sense, end-user agencies in the PPO Program desire and need as much information about publications and the publishing industry of a given area as they do copies of the publications themselves. It is believed that the sections in Tab C which concern Responsibilities of the RPO, Selection Activity, Reporting, and Administrative and Supervisory Activities, will be of particular interest to any Geographic Attaches assigned the PPO function.

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**Chief, Acquisitions Branch**

**Enclosures:**

1. Tab A
2. Tab B
3. Tab C

**Distribution:**

- Orig. and 1 - Addressee  
1 - CIA Librarian ✓  
1 - Acting CIA Librarian  
1 - Chief, Acquisitions Br.  
1 - Chief, WH/ ☐ Unit  
1 - AB Files  
1 - Reading File  
1 - Chief, NE/A/FE Unit  
1 - AMK

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